



UNITED STATES INTERNATIONAL TRADE COMMISSION

Washington, D.C. 20436

June 26, 2019

Ms. Emma Best
MuckRock News
DEPT MR 73654
411 A Highland Ave
Somerville, MA 02144-2516

Re: USITC Freedom of Information Act Request 19-18

Dear Ms. Best:

This concerns your Freedom of Information Act (FOIA) request dated May 30, 2019, and received the same day, in which you requested documents generated as part of the creation of the FOIA office (defined as whatever department, office, or coordinator is responsible for overseeing and/or processing FOIA requests), whether this was at the time of the agency's creation or the passage of the Freedom of Information Act, to include:

1. The instruction to do so from the Agency, as well as any guidance from the senior leadership;
2. Documents discussing proposals and procedures;
3. Any legal guidance or analysis produced or acquired by the Agency in response to or as part of the creation of the FOIA office;
4. Internal documents from the press office, legislative liaison's office (or equivalent), general counsel's office (or equivalent), director's office (or equivalent) or the newly created FOIA office, reacting to or characterizing the office and its creation:

* A copy of the agency's first perfected (successful) FOIA request

* Copies of other FOIA requests filed before the FOIA request described above

* Processing notes, search slips and response documents regarding the FOIA requests described above

* The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA requests

- * A copy of the agency's first successful FOIA appeal

FOIA 19-18

- * Copies of other FOIA appeals received by the agency before the appeal described above
- * Processing notes, search slips and response documents regarding the FOIA appeals described above
- * The first set of guidelines, instructions and/or forms created to control the agency's processing of FOIA appeals

We have found one document of 47 pages which is being withheld in its entirety pursuant to FOIA Exemption 5, which concerns information that is subject to privilege. 5 U.S.C. 552(b)(5). Therefore, your FOIA request is being denied.

If you are not satisfied with the response to your request, you may file an administrative appeal. If you decide to do so, your appeal must be received within 90 days of the date of this letter. It should be addressed to the Chairman, United States International Trade Commission, 500 E Street, S.W., Washington, D.C. 20436, and clearly indicate both on the envelope and in the letter that it is a "Freedom of Information Act Appeal." It should clearly state the grounds upon which you believe this denial of access to be in error. For further information on appeal procedures, see 19 CFR 201.18, attached.

The Office of Government Information Services (OGIS) offers mediation services to resolve disputes between FOIA requesters and Federal agencies as a non-exclusive alternative to litigation. Using OGIS services does not affect your right to pursue litigation. You may contact OGIS in any of the following ways:

Office of Government Information Services, National Archives and Records Administration, 8601 Adelphi Road-OGIS, College Park, MD 20740; E-mail: ogis@nara.gov Telephone: 202-741-5770; Fax: 202-741-5769; Toll-free: 1-877-684-6448.

If you have any questions, need assistance, or would like to discuss any aspect of your request, please feel free to call Jacqueline N. Gross (our FOIA Public Liaison) or me at 202-205-2595.

Sincerely,



William R. Bishop
Supervisory Hearings and Information Officer